ISI®
Compact Disc
Editions

Science Citation Index®
Social Sciences Citation Index®
Arts & Humanities Citation Index®

FOR WINDOWS®

quick

REFERENCE GUIDE

CDE-QRG-BASEBABS-W

ISI®

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This document is not intended to be a complete description for the ISI CD Editions, but rather a quick reference, providing a brief overview of important program functions. For detailed descriptions of all functions available, please refer to the program help. The examples used throughout this document were created for illustration purposes and do not necessarily reflect actual search results.

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® **Institute for Scientific Information, Inc.**
3501 Market Street, Philadelphia, PA 19104 U.S.A.
Telephone: (215) 386-0100 Fax: (215) 386-6362 Internet: info@isinet.com
World Wide Web: http://www.isinet.com
ISI - European Branch
Brunel Science Park, Brunel University, Uxbridge UB8 3PQ, United Kingdom
Telephone: +44-1895-270016 Fax: +44-1895-256710
ISI - Japan
Ark Mori Building, 30F, 1-12-32 Akasaka, Minato-ku, Tokyo 107 Japan
Telephone: +81-3-5562-3572 Fax: +81-3-5562-3564 Internet: jpinfo@isinet.com

Introduction

The Science Citation Index®, Social Sciences Citation Index®, and Arts & Humanities Citation Index®

As part of the ISI CD Editions, the Science Citation Index, Social Sciences Citation Index, and Arts & Humanities Citation Index are multidisciplinary databases of references to the journal literature of the sciences, social sciences, and arts & humanities. Each database includes indexing of every article and significant item—including letters, reviews, corrections, and editorial material—in every publication fully covered.

The **Science Citation Index Compact Disc Edition (SCI® CDE)** covers over 3,300 of the world's most significant scientific and technical journals across over 160 scientific disciplines. The SCI CDE with Abstracts database is updated monthly, while the SCI CDE (without abstracts) is updated every three months.

The **Social Sciences Citation Index Compact Disc Edition (SSCI® CDE)** covers 1,700 of the world's most significant social sciences journals spanning 50 disciplines, as well as selectively covering over 3,200 science journals related to the social sciences. The SSCI CDE with Abstracts database is updated monthly, while the SSCI CDE (without abstracts) is updated every three months.

The **Arts & Humanities Citation Index Compact Disc Edition (A&HCI® CDE**) covers over 1,100 of the world's most significant arts and humanities journals across 25 disciplines, as well as selectively covering over 4,600 science and social sciences journals. The A&HCI CDE database does not include abstracts and is updated three times a year.

Cited Author/Reference Searching

Cited reference searching enables you to search forward in time—to take a known, relevant paper and uncover other, later papers that cite it. Cited reference searches allow you to uncover essential information that cannot be retrieved through traditional search techniques.

Related Records®

The Related Records feature—an ISI exclusive—extends the power of citation indexing by linking and displaying all the articles that have one or more bibliographic references in common—references that indicate subject relationships not always evident by article titles.

KeyWords Plus®

Available with the abstracts version of SCI CDE and SSCI CDE, KeyWords Plus offer additional search terms taken directly from an article's bibliography that enable you to identify many more articles that relate your search—articles you simply would not find using conventional descriptors.

Fields Available for Searching

- Basic index (abstract editions only)
- Title word
- Keywords (abstract editions only)
- Abstract word (abstract editions only)
- Author or editor name
- Cited author or cited reference
- Address word
- Abbreviated journal/source title
- Full journal/source title
- Set combination

Tools for Refining Searches

- Dictionaries
- Boolean operators
- Search set combinations
- Limits
- Search strategies

Using Search Results

- Display records in one of seven predefined views or create your own custom view
- Display author addresses, cited references, Related Records, and shared references
- Mark records as you review results for viewing, printing, or saving
- Print or save individual records or a full set of records according to your specifications
- Order document delivery of marked records

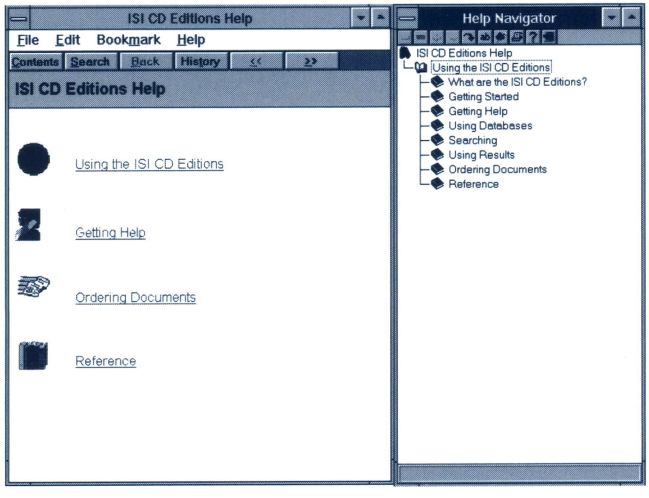
Getting Help

Using Program Help

- Press **F1** or click on to get **context-sensitive help**
- From the **Help menu**,
  - choose **Contents** to get the master list of Help topics
  - choose **Search for Help On** to search for a specific topic
  - choose **Product Support** or **Document Delivery** for specific information on these topics

Within help, two windows are displayed: the **Topic window** and the **Help Navigator window**.

- The **Topic window** displays traditional Windows help text, including "hot link" titles.
- The **Help Navigator window** provides you with an outline of the Help system. Highlighting a title and pressing Enter or double-clicking on a title in the Help Navigator window brings up the corresponding Topic window.



Look for this icon throughout the Quick Reference Guide to find topics within the ISI CD Editions Help to further guide you.

Technical Support

If you have any questions regarding the information contained in this Quick Reference Guide, please conta
the ISI Technical Help Desk at one of the locations listed below.

Technical Help Desk
Institute for Scientific Information, Inc.
3501 Market Street
Philadelphia, PA 19104 U.S.A.

Telephone: (800) 336-4474 or (215) 386-0100, ext. 1591
Fax: (215) 386-6362 ATTN: Technical Help Desk
Internet: help@isinet.com

ISI - Europe
Institute for Scientific Information
Technical Help Desk
Brunel Science Park
Brunel University
Uxbridge UB8 3PQ United Kingdom

Telephone: +44-1895-270016
Fax: +44-1895-256710 ATTN: Technical Help Desk
Internet: eurohelp@isinet.com

ISI - Japan
Institute for Scientific Information Japan
Technical Help Desk
Ark Mori Building, 30F
1-12-32 Akasaka
Minato-ku, Tokyo 107 Japan

Telephone: +81-3-5562-3572
Fax: +81-3-5562-3564 ATTN: Technical Help Desk
Internet: jphelp@isinet.com

Using Databases

What is a Database?

- **Compact Discs and Disc Sets**

  Each SCI CDE, SSCI CDE, SSCI CDE with Abstracts, and A&HCI CDE database is contained on one compact disc. The SCI CDE with Abstracts database is shipped as a two-disc set; both compact discs must be loaded before the database can be opened.

- **Database Updates**

  SCI CDE with Abstracts and SSCI CDE with Abstracts data are updated monthly. SCI CDE and SSCI CDE data are updated quarterly. A&HCI CDE data are updated three times a year. Updates cumulate to a full year of data, with each new update containing all previous updates in addition to the current period's data.

Opening a Database

- Before you can begin searching with the ISI CD Editions program, you must open a database. Only one database may be opened and used at a time.
- If your system is connected to a single CD drive, the program will automatically open the currently loaded database and display the Enter/Modify Query and Search History windows when you start the program.
- If your system is connected to a tower-type CD drive and more than one database is currently loaded, you will be prompted to select a database to open when you start the program. To open a database, double-click on the database name.

Changing a Database

- From the **File** menu, select **Change Compact Disc**, then follow the prompts to replace one disc with another. If your system uses multiple CD-ROM drives, you may choose from multiple databases, but only one database is searchable at a time.

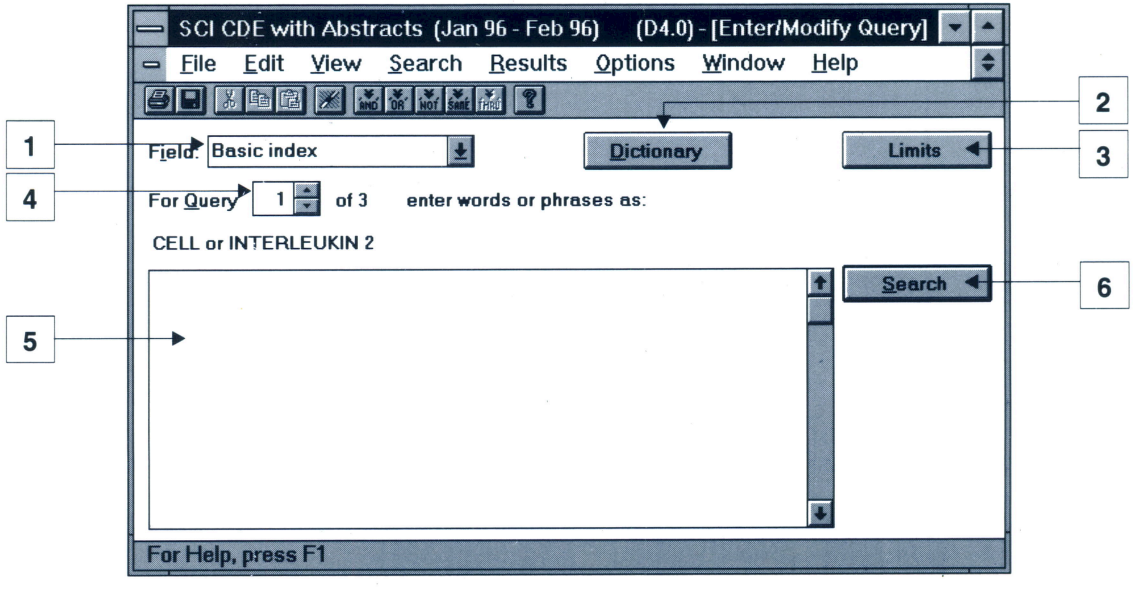
Searching

- Searching
- The Enter/Modify Query Window

Basic Search Steps

- **Select a search field** in the Enter/Modify Query window
- **Enter search criteria**, using the **dictionary**
- **Use truncation, Boolean operators, limits** to broaden or narrow your search
- **Click on the search button**

Enter/Modify Query Window



- **Field pull-down menu (1)**, for selecting search fields
- **Dictionary button (2)**, for selecting search terms
- **Limits button (3)**, for narrowing your search
- **Query Number spinbox (4)**, for viewing executed queries
- **Search Query edit box (5)**, for entering/editing search terms
- **Search button (6)**, for executing your search

Search Fields

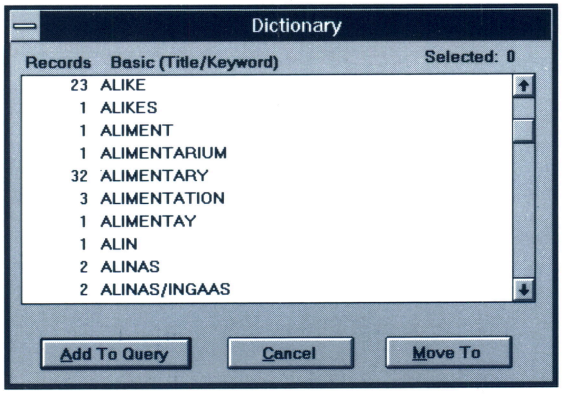
• Search Fields

- Basic index (abstract editions only)
- Title word
- Keywords (abstract editions only)
- Abstract word (abstract editions only)
- Author name
- Cited author or cited reference
- Address word
- Abbreviated journal/source title
- Full journal/source title
- Set combination

Field Dictionaries

• Using Dictionaries

- All search fields have their own dictionaries. Use these dictionaries to select your search terms. Multiple entries may be selected from any of the search field dictionaries.



Boolean Operators

• Using Logical (Boolean) Operators to Combine Terms

- Use AND, OR, NOT, SAME, and parentheses with multiple search terms
  - AND narrows a search
  - OR broadens a search
  - NOT narrows a search
  - SAME is a more specific version of AND; used with the Basic index and Address word fields only
- Use THRU with set numbers in a Set Combination search (e.g., 1 THRU 4)

Truncation

• Using Truncation

Use **right-handed truncation** in search queries by placing an asterisk (*) at the end of a search term to retrieve all variants of the term beginning with the same character string. For example:

Search	Retrieves
Title word **SUPERCONDUCT***	Articles containing **superconducting**, **superconductive**, **superconductivity**, **superconductor**, or **superconductors** in their titles
Author name **WALKER-G***	Articles written by **G. Walker** or **G.C. Walker**

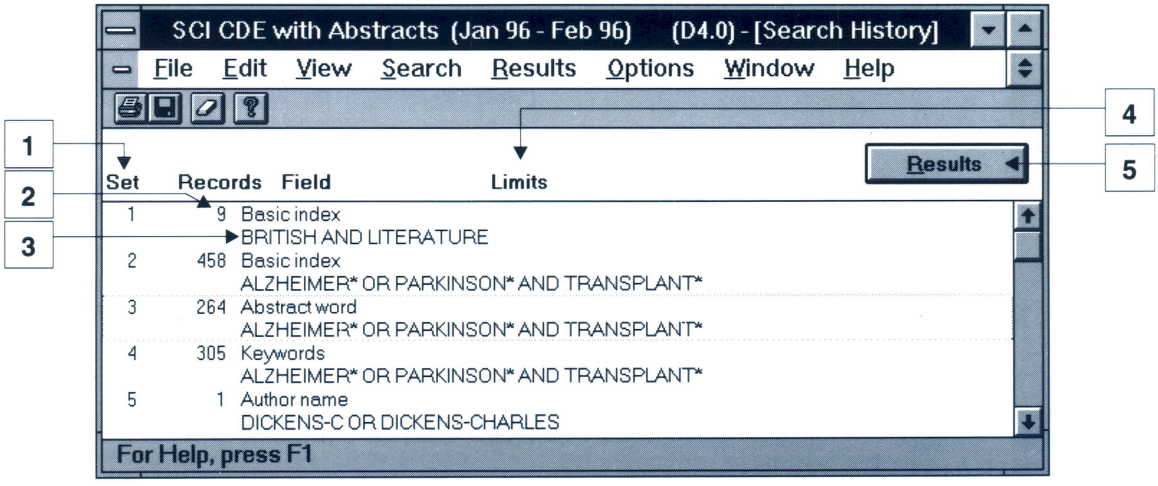
Use **internal truncation** in search queries by placing an asterisk (*) inside a search term to retrieve alternative letter combinations. One asterisk can represent any number of letters, and at least one letter must precede the truncation symbol. For example:

Search	Retrieves
Basic index **SUL*UR**	Articles containing **sulfur** or **sulphur** in their title (and abstract words and/or keywords, if applicable)
Cited author/reference **FREUD-S*INTERP*DREAM***	Articles citing any edition or reprint of S. Freud's **Interpretation of Dreams**
Cited author/reference **WARHOL-A*ILLUS**	Articles containing reproductions (illustrations) of **any work of art by A. Warhol *(A&HCI only)***
MOZART-WA*MUSIC	Articles containing reproductions (illustrations) of **a musical score by W.A. Mozart *(A&HCI only)***

Search History Window

• The Search History Window

The Search History window displays a list of all executed searches for the current search session. You can view previously executed queries here, but to edit or create queries you must be in the Enter/Modify Query window.



- **Set Number (1)**, click in area to select search
- **Number of records found (2)**, are displayed here
- **Search field and terms (3)**, are displayed here
- **Search limits (4)**, if applied, are displayed here
- **Results button (5)**, for displaying results of the selected search

Searching by Title Word, Keywords, and Abstract (Basic index)

- Searching by Article Title, Keyword, and Abstract (Basic Index)
- Stopwords

Use the Basic Index/Title Word field for word searching. This is an excellent starting point for most sessions.

- The **Basic Index** field is the default field display for the SCI and SSCI editions with abstracts. The Basic Index field includes title words, keywords, and abstract words. Any of these three fields can also be searched individually.
- The **Title Word** field is the default field display for the SCI, SSCI and A&HCI editions without abstracts.

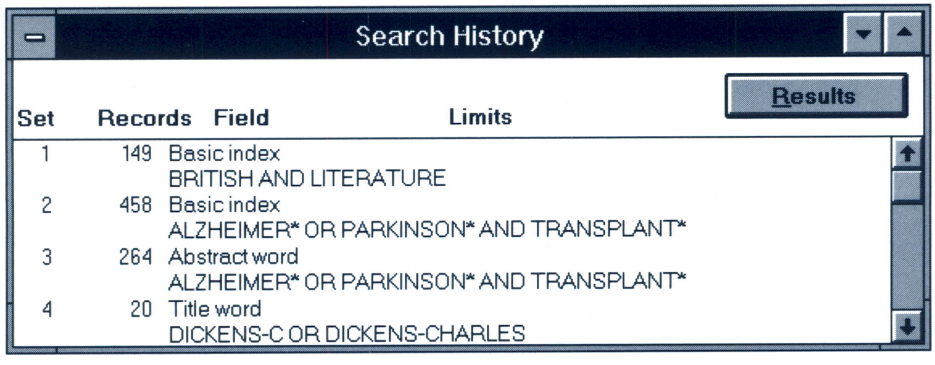
Enter terms as single words or phrases. Hyphens may be entered as part of a term, but terms appear without hyphens in the dictionary. The same dictionary is used for the Basic Index, Title Word, Keywords, and Abstract Word fields.

Certain common words (Stopwords) like A, THE, and OF are not searchable unless they are entered as part of a phrase. For example, VITAMIN A is a valid search, but A VITAMIN STUDY and VITAMIN AND (A OR B) are not.

Always check the dictionary to confirm search terms.

Note: For the A&HCI database, ISI title word enhancements are searchable.

Example:



Available Logical Operators: AND, OR, NOT, SAME

Searching by Author/Editor

• Searching by Author/ Editor

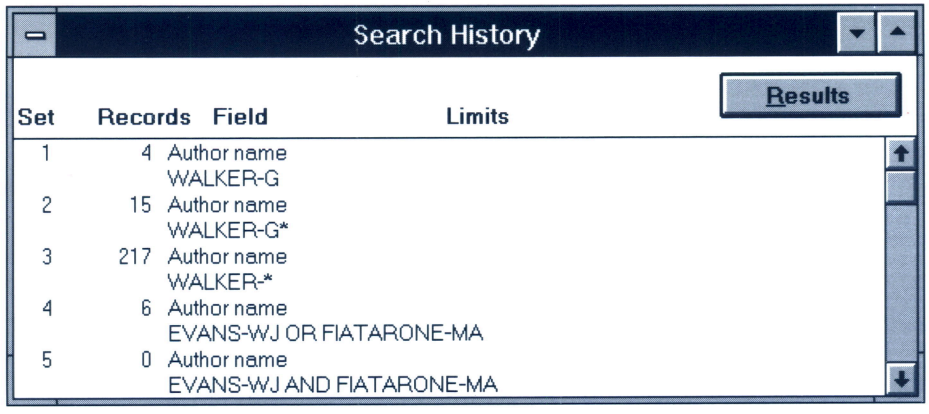
Use the Author Name field to retrieve articles by a specific author. All secondary as well as primary authors are searchable.

Enter last name first, followed by a hyphen and up to four initials, with no spaces, commas, or periods between the terms (e.g., LOWRY-OH). Compound and hyphenated surnames and surnames with apostrophes must be fused for searching (e.g., CAMPBELLTHOMPSON-J or ODONNELL-E).

All author names are searchable. You can always truncate if you are unsure of an author's initials, but be aware you may retrieve unwanted results. To search for an author's name as part of a title, check the Title word dictionary.

Always check the Author dictionary to determine the correct format.

Example:



Available Logical Operators: AND, OR, NOT

Searching by Cited Author/References

• Searching by Cited Author/ References

Use the Cited Author/Reference field to locate research that has referenced (cited) the work of a specific author, a specific earlier paper or book, or a patent (SCI only). The author's name or earlier work will be your search term. A cited reference search is an excellent way to find updates or corrections to earlier research or to find out whose work is being cited by whom. Highly cited papers can be identified in the Citation dictionary by the number of records (articles) in which they were cited.

Note: Only the first author of a cited book or article is indexed in the Citation dictionary; you must know the first author in order for your search to be successful.

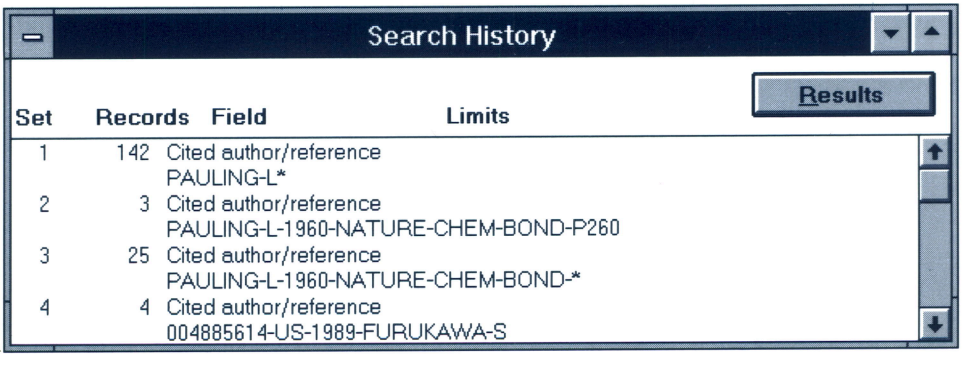
Cited author: Enter last name first, followed by a hyphen and up to four initials (e.g., CRICK-FHC). Because the cited author is actually a portion of the full cited reference entry, a truncation symbol (*) will be automatically inserted when the search is processed. All references to any work by this person will be retrieved. Cited author names are limited to 16 characters. If a name is longer than 16 characters, a period is placed in the 16th position to indicate the name is truncated.

Cited reference (non-patent): Enter elements in the following order, with all spaces replaced by hyphens: cited author's last name, initials, publication year, cited journal or book title, volume, and page number (e.g., ALEXANDER-GE-1995-ANNU-REV-NEUROSCI-V9-P357).

Cited patent: Enter elements in the following order, with all spaces replaced by hyphens: cited patent number (up to 9 digits), country of issue (2-character abbreviation), publication year, APPL for application or REIS for reissue (if appropriate), inventor's last name, and initials (e.g., 039090965-GE-1995-APPL-ANTRAKIAN-G). Cited patent numbers always appear as 9-digit numbers in the dictionary and are padded with leading zeroes if necessary. You do not need to enter the leading zeroes in your search.

Always check the Cited Author/Reference dictionary to confirm search terms.

SCI/SSCI Example:



Available Logical Operators: AND, OR, NOT

Searching by Cited Author/References in the Arts & Humanities Citation Index

• Searching by Cited Author/ References (in A&HCI)

Use the Cited Author/Reference field to locate research that has referenced (cited) the work of a specific author, a specific earlier paper or book, or an illustration or musical score. The author's name or earlier work will be your search term. A cited reference search is an excellent way to find updates or corrections to earlier research or to find out whose work is being cited by whom. You can also identify articles containing actual reproductions of drawings or paintings (ILLUS) or musical scores (MUSIC). Highly cited papers can be identified in the Citation dictionary.

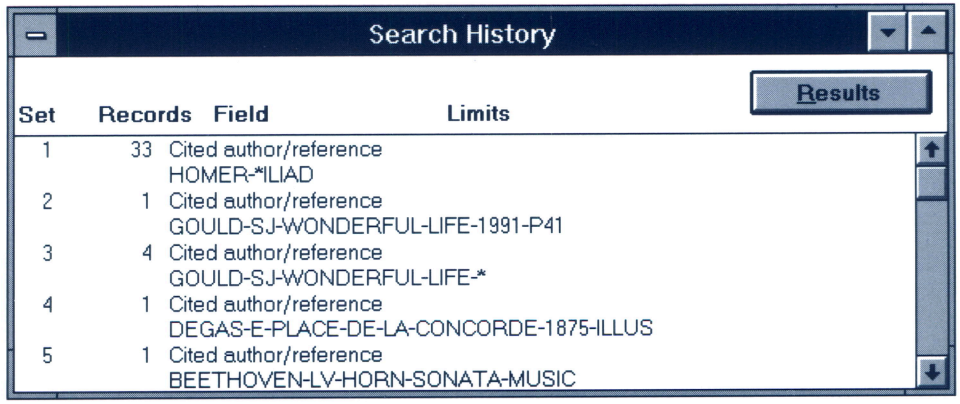
Note: Only the first author of a cited book or article is indexed in the Citation dictionary; you must know the first author in order for your search to be successful.

Cited author/artist: Enter last name first, followed by a hyphen and up to four initials (e.g., CRICK-FHC). Classical author names may contain hyphens (e.g., Geoffrey-of-Strassburg should be entered as Geoffrey-Strass); **always check the dictionary for the correct format**. Because the cited author/artist is actually a portion of the full cited reference entry, a truncation symbol (*) will be automatically inserted when the search is processed. All references to any work by this person will be retrieved.

Cited reference: Enter elements in the following order, with all spaces replaced by hyphens: cited author's last name, initials, cited journal or book title, publication year, volume, and page number (e.g., TWAIN-M-MORE-TRAMPS-ABROAD-1897). Entries for authors/artists with no initials must be entered with two hyphens (e.g., HOMER—ILIAD) or truncation (e.g., HOMER-*ILIAD).

Cited illustration/music score: To identify articles containing reproductions of works of art, enter elements in the following order, with all spaces replaced by hyphens: cited artist's last name, initials, cited illustration or musical score title, completion year, and either ILLUS for illustration or MUSIC for musical score (e.g., WARHOL-A-DIAMOND-DUST-SHOES-1980-ILLUS or HAYDN-J-QUARTET-OP54-NI-MUSIC).

A&HCI Example:



Searching by Author Address

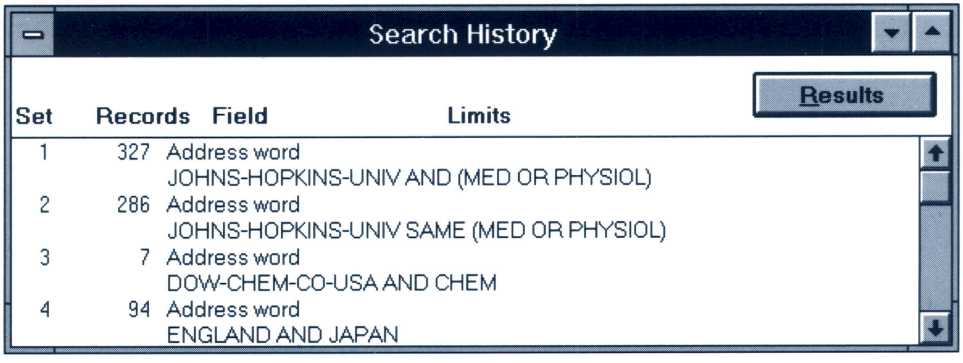
• Searching by Author Address

Use the Address Word field to retrieve items published by authors at a particular institution or corporation. Postal codes are also searchable in this field.

Most address terms are abbreviated. Some terms must be entered with hyphens (university and other institution names, cities, provinces, postal codes, and countries), while others should be entered without hyphens (department names, street addresses). Common corporate organizations and government agencies should be entered as acronyms (e.g., IBM, NIH). **Always check the Address Word dictionary to confirm address terms.**

Terms that are bound with hyphens (as noted above) may be truncated to retrieve variants. Note, however, that while the Author Address search PENN-* will retrieve PENN-HOSP and PENN-STATE-UNIV, it will not retrieve UNIV-PENN.

Example:



Available Logical Operators: AND, OR, NOT, SAME

Searching by Abbreviated and Full Journal/Source Titles

- Searching by Abbreviated Journal/Source Title
- Searching by Full Journal/Source Title

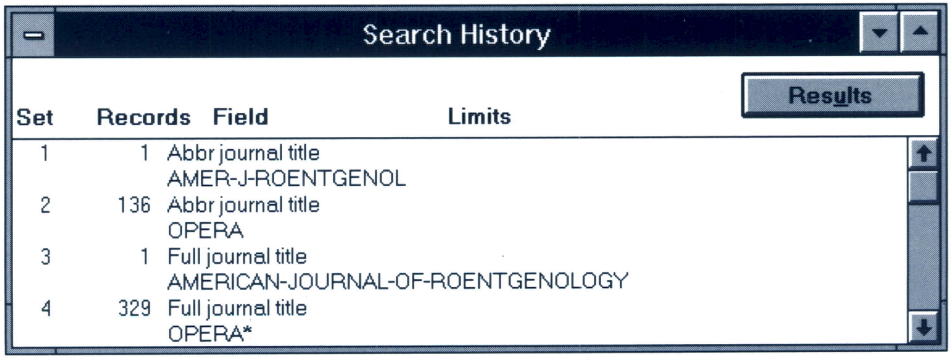
Use the Abbreviated Journal/Source Title or Full Journal/Source Title fields to retrieve items published in a particular publication. ISI uses a 29-character abbreviation in the Abbreviated Journal/Source Title field that usually, but not always, corresponds to the ISO or National Library of Medicine abbreviation for that publication. Full Journal/Source Titles contain every word of a publication's title.

For **Abbreviated Journal/Source Titles**, enter the ISI journal abbreviation (up to 29-characters) with hyphens separating word segments (e.g., AMER-J-OCCUP-THER).

For **Full Journal/Source Titles**, enter every word in the journal title, with hyphens separating words (e.g., AMERICAN-JOURNAL-OF-OCCUPATIONAL-THERAPY).

Use the Journal/Source Title dictionaries to enter journal titles!

Example:



Available Logical Operators: AND, OR, NOT

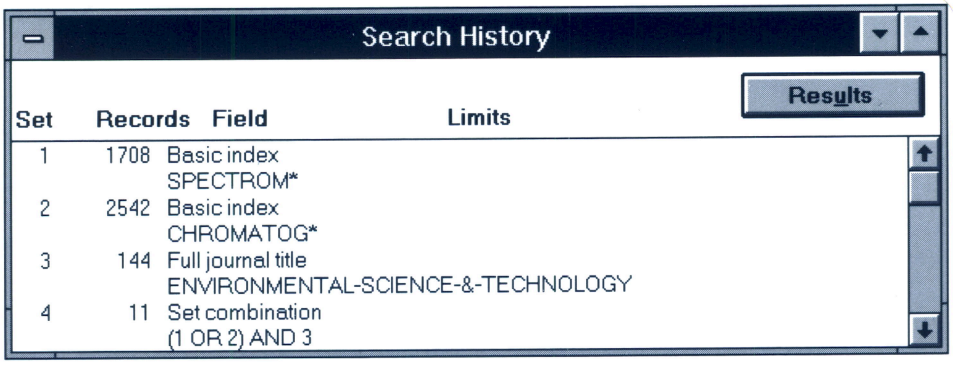
Combining Searches

• Combining Queries

Use the Set Combination field to combine two or more previously executed searches. This is the only way to combine searches of two or more different fields (e.g., Author and Title word). Using the Set Combination field also allows you to apply language, document type, or update period limits to an executed search without having to retype the search statement.

The set numbers are combined using the Boolean operators and THRU. The THRU operator works only with the Set Combination field and provides a quick way of combining several searches using OR logic (e.g., 1 THRU 4 NOT 3).

Example:

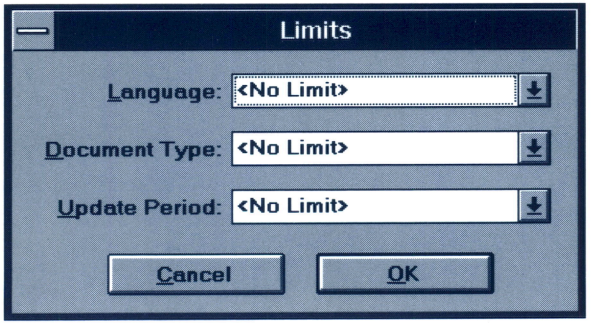


Available Logical Operators: AND, OR, NOT, THRU

Setting Search Limits

- Limiting by Language, Document Type, and Database Update

You can limit a search to a particular language, document type, or update period. The limit by update period is especially useful when you run the same search queries on each database update and only want to see the latest additions to the database for that period.



Search Strategies

- Using Search Strategies

If you plan to use the same search queries routinely on database updates, you can save your queries rather than having to retype them. From the **File** menu, select **Save Search History** to create a Search Strategy. These strategies can then be executed on other databases.

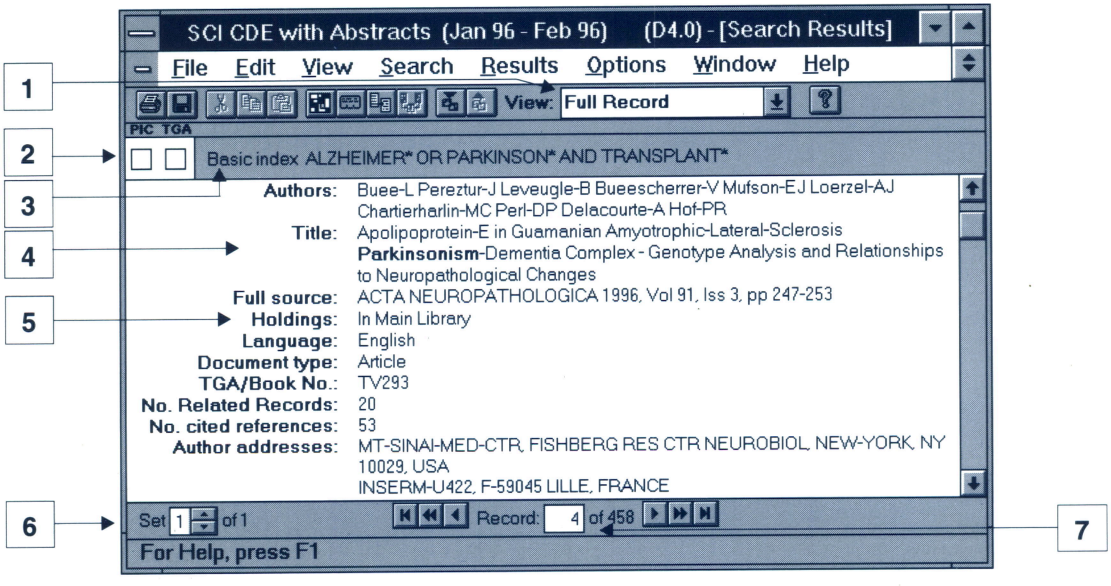
Results

- Using Results
- Types of Records
- The Search Results Window

Types of Records

- **Search Results Records:** Records retrieved by a search
- **Related Records:** Records that have one or more cited references in common with a displayed record and thus share a subject relationship with that record
- **Marked Records:** Records that you have marked on your **Personal Interest Checklist** (PIC) or **The Genuine Article®** (TGA) list

The Search Results Window


SCI CDE with Abstracts (Jan 96 - Feb 96) (D4.0) - [Search Results]
File Edit View Search Results Options Window Help
View: Full Record
PIC TGA
Basic index ALZHEIMER* OR PARKINSON* AND TRANSPLANT*
Authors: Buee-L Pereztur-J Leveugle-B Bueescherrer-V Mufson-EJ Loerzel-AJ Chartierharlin-MC Perl-DP Delacourte-A Hof-PR
Title: Apolipoprotein-E in Guamanian Amyotrophic-Lateral-Sclerosis Parkinsonism-Dementia Complex - Genotype Analysis and Relationships to Neuropathological Changes
Full source: ACTA NEUROPATHOLOGICA 1996, Vol 91, Iss 3, pp 247-253
Holdings: In Main Library
Language: English
Document type: Article
TGA/Book No.: TV293
No. Related Records: 20
No. cited references: 53
Author addresses: MT-SINAI-MED-CTR, FISHBERG RES CTR NEUROBIOL, NEW-YORK, NY 10029, USA
INSERM-U422, F-59045 LILLE, FRANCE
Set 1 of 1
Record: 4 of 458
For Help, press F1
1
2
3
4
5
6
7

- **View pull-down menu (1)**, for changing the fields appearing in the record display
- **PIC and TGA checkboxes (2)**, for marking records to your PIC and TGA lists
- **Original search query (3)**, displays your original search field and query terms
- **Current record data (4)**, displays the current record from your search query
- **Holdings message (5)**, if assigned, notes availability of journal/book in an individual library
- **Set Number spinbox (6)**, for moving between search sets
- **Record Number spinbox (7)**, for moving through the set of records

Record Views

• Record Views

You can display your search results in a variety of predefined views, or you can create your own custom views. The predefined views are:

- **Title Only** - displays article titles only, allowing you to see many articles at once
- **Bibliographic** - displays single articles, showing authors, full title, full journal/source,holdings message (if inserted by individual library), language, document type, TGA/book number, number of Related Records, and number of cited references
- **Tagged-Bibliographic** - displays same information as Bibliographic, plus a descriptive tag before each field
- **Tagged-Bibliographic + Abstract** - (abstract editions only) displays same information as Tagged-Bibliographic, plus author keywords, KeyWords Plus, and abstract (if available)
- **Tagged-Bibliographic + Cited References** - displays same information as Tagged-Bibliographic, plus cited references list
- **Full Record** - displays all information available for an article, including authors, title, journal/source, holdings message (if inserted by individual library), language, document type, TGA/book number, number of Related Records, number of cited references, address, keywords, KeyWords Plus, abstract, and list of cited references

Displaying Additional Data

• Displaying Abstract and Keywords

Abstract and Keywords

(Abstract editions only) Abstracts can be displayed and printed in their entirety, if provided in the original journal/source. Keywords and KeyWords Plus are displayed in the Full Record view and the Tagged-Bibliographic + Abstract view.

• Displaying Author Addresses

Author Addresses

Author addresses can be displayed and printed in their entirety. All author addresses are included in every article.

Cited References

• Displaying Cited References

Cited references are articles listed in a record's bibliography (reference list). Each cited reference lists the following information:

- primary author name and initials
- publication year
- abbreviated journal/source title
- volume number (if available)
- first page number cited (if available)
- Cited references in the A&HCI also include the designation "ILLUS" if the reference is an illustration, drawing, etc., or "MUSIC", if the reference contains a reproduction of a music score.

Related Records

• Related Records

Related Records, unique to the ISI CD Editions, are records that have at least one cited reference in common with a record you have already identified. Related Records exist only in relation to another record and can include articles you would not otherwise find.

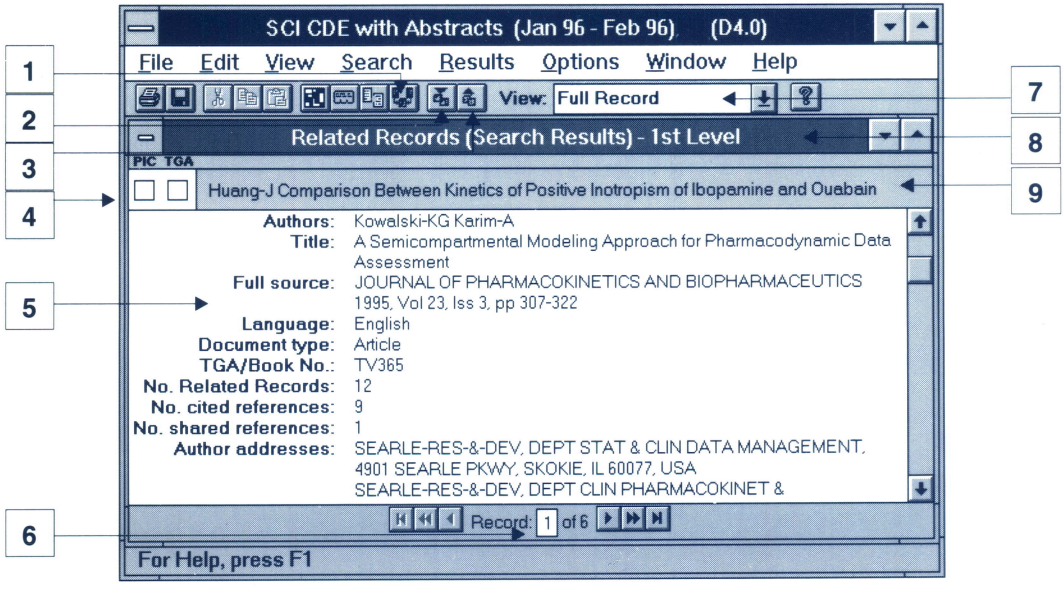
- **Parent Records:** When you display Related Records, the record whose Related Record you are viewing is referred to as the "parent record." The term "parent" denotes merely a point of origin, not a hierarchical relationship. The parent record is displayed at the top of the Related Records window.
- **Related Record Levels:** Each Related Record may have its own set of Related Records. Clicking on the **Related Records** button from within the Related Records window displays this set of Related Records. At the top of this window is a level number, indicating how many Related Records sets you are removed from your first parent record. For example, Level 2 means that you are viewing a record related to the previously displayed record, which in turn is related to the record displayed before it. Up to five levels of Related Records are available. The maximum number of Related Records displayed is 20. When more than 20 records are related to the parent record, the Related Records are ranked, and you see only the top 20 "most related" records. Click on the **Parent Record** button to back up, one level at a time, to the original parent record.

- **Shared References:** References shared between the current Related Record and its parent record determines a Related Record's and parent record's "relatedness." Usually the more references two articles have in common the stronger the subject relationship between them. When viewing a set of Related Records, you will always see those records with the largest number of shared references first. Click on the **Shared References** button to display a Related Record's shared references.

The Related Records Window

• The Related Records Window

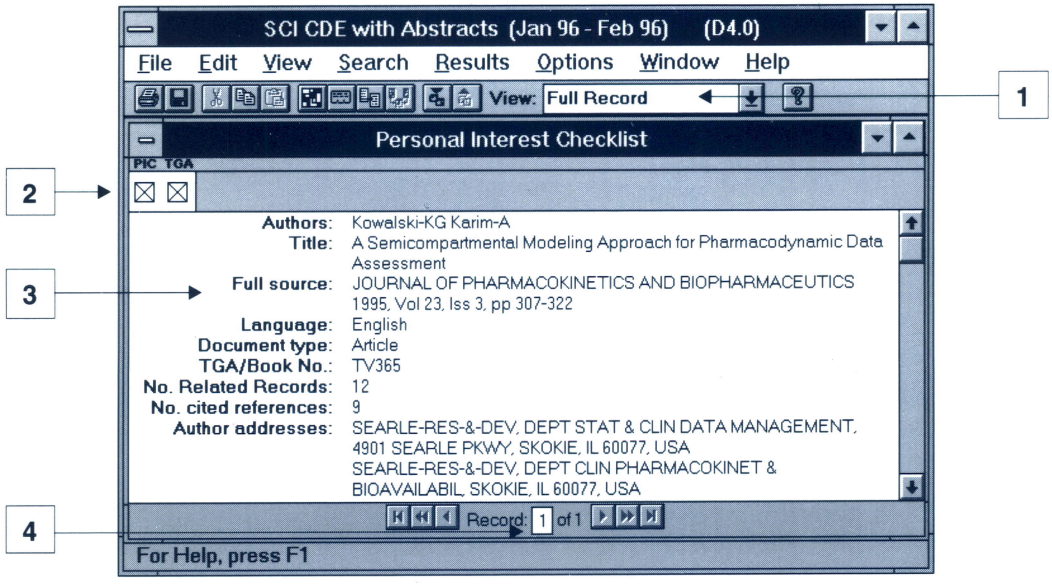
The Related Records window displays Related Records — those records sharing a subject relationship with the current record in the Search Results window. To display the Related Records window, from the **Results** window click on the **Related Records** button.


SCI CDE with Abstracts (Jan 96 - Feb 96) (D4.0)
File Edit View Search Results Options Window Help
View: Full Record
Related Records (Search Results) - 1st Level
PIC TGA
Huang-J Comparison Between Kinetics of Positive Inotropism of Ibopamine and Ouabain
Authors: Kowalski-KG Karim-A
Title: A Semicompartmental Modeling Approach for Pharmacodynamic Data Assessment
Full source: JOURNAL OF PHARMACOKINETICS AND BIOPHARMACEUTICS 1995, Vol 23, Iss 3, pp 307-322
Language: English
Document type: Article
TGA/Book No.: TV365
No. Related Records: 12
No. cited references: 9
No. shared references: 1
Author addresses: SEARLE-RES-&-DEV, DEPT STAT & CLIN DATA MANAGEMENT, 4901 SEARLE PKWY, SKOKIE, IL 60077, USA
SEARLE-RES-&-DEV, DEPT CLIN PHARMACOKINET &
Record: 1 of 6
For Help, press F1
1
2
3
4
5
6
7
8
9

- **Shared References button (1)**, displays the cited references shared between this Related Record and its parent record
- **Related Records button (2)**, displays the Related Records of the displayed Related Record. (Note that the Related Record level will change.)
- **Parent Record button (3)**, displays this Related Record's parent record. (Can be used to back up, one level at a time, to your search results.)
- **PIC and TGA checkboxes (4)**, for marking records for your PIC and TGA lists
- **Current record data (5)**, displays the current Related Record
- **Record Number spinbox (6)**, for moving through the record set
- **View pull-down menu (7)**, for changing the fields appearing in the record display
- **Related Record level (8)**, indicates the number of Related Records sets viewed since displaying your search results
- **Parent record (9)**, for this set of Related Records

Marked Lists Windows

You can review records placed onto your checklists at any time. To display your lists, from the **Results** menu select **Personal Interest Checklist** or **The Genuine Article List**.

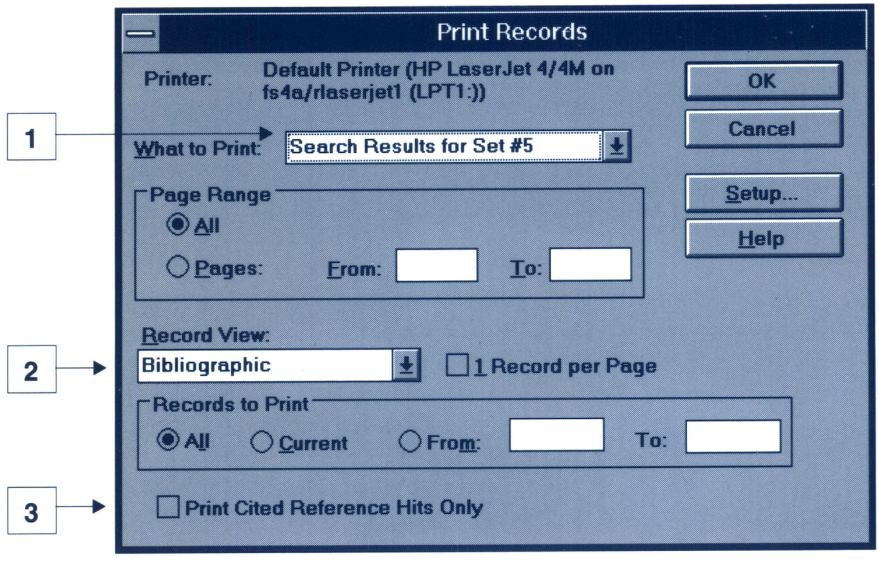

SCI CDE with Abstracts (Jan 96 - Feb 96) (D4.0)
File Edit View Search Results Options Window Help
View: Full Record
1
Personal Interest Checklist
PIC TGA
2
3
Authors: Kowalski-KG Karim-A
Title: A Semicompartmental Modeling Approach for Pharmacodynamic Data Assessment
Full source: JOURNAL OF PHARMACOKINETICS AND BIOPHARMACEUTICS 1995, Vol 23, Iss 3, pp 307-322
Language: English
Document type: Article
TGA/Book No.: TV365
No. Related Records: 12
No. cited references: 9
Author addresses: SEARLE-RES-&-DEV, DEPT STAT & CLIN DATA MANAGEMENT, 4901 SEARLE PKWY, SKOKIE, IL 60077, USA
SEARLE-RES-&-DEV, DEPT CLIN PHARMACOKINET & BIOAVAILABIL, SKOKIE, IL 60077, USA
4
Record: 1 of 1
For Help, press F1

- **View pull-down menu (1)**, for changing the fields appearing in the record display
- **PIC and TGA checkboxes (2)**, indicate which lists contain this record. Click in the box to remove this record from a list
- **Current record data (3)**, displays the current record on your checklist
- **Record Number spinbox (4)**, for moving through the records on your checklist

Printing Records

• Printing

Records can be printed directly from the Search Results, Related Records, or Marked Lists windows. From the **File** menu, select **Print Records**.

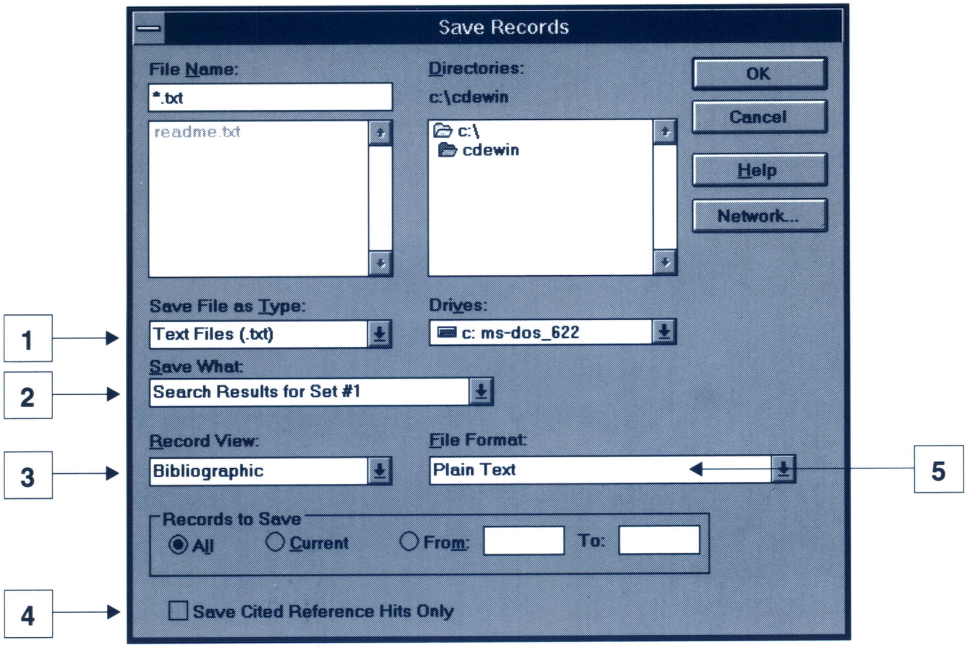


- **What to Print pull-down menu (1)**, for selecting search results, Related Records, PIC, or TGA lists
- **Record View pull-down menu (2)**, for selecting the fields to be printed for each record
- **Print Cited Reference Hits Only checkbox (3)**, select to print only those authors matching your cited reference search, instead of printing every cited reference listed in the records retrieved. **This option is available only in Cited Reference searches.**

Saving Records

• Saving

You can export records from the Marked Lists, Related References, and Search Results windows to files, so the records can be imported into other applications. From the **File** menu, select **Save Records**.



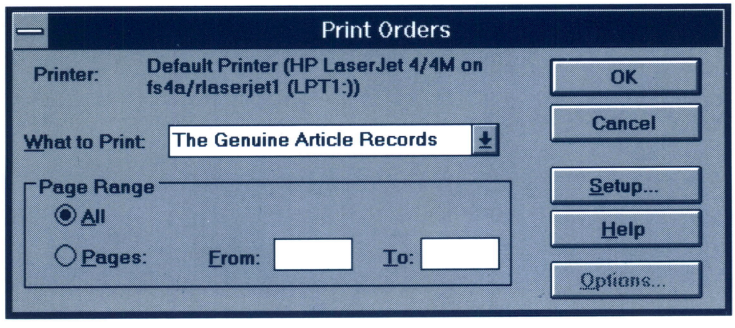
- **Save File as Type pull-down menu (1)**, for selecting file type
- **Save What pull-down menu (2)**, for selecting search results, Related Records, PIC, or TGA lists
- **Record View pull-down menu (3)**, for selecting the fields to be saved for each record
- **Save Cited Reference Hits Only checkbox (4)**, select to save only those authors matching your cited reference search, instead of saving every cited reference listed in the records. **This option is available only in Cited Reference searches.**
- **File Format pull-down menu (5)**, for selecting one of the following predefined file formats:
  - Plain Text
  - Comma Delimited
  - Dialog-Medline
  - ProCite
  - NLM-Medline
  - EndNote
  - Reference Manager 5.0
  - Reference Manager 6.0 (and higher)

The Genuine Article Orders

- Ordering Documents from The Genuine Article
- Printing TGA Orders

If you would like to order a copy of an article from any ISI CD Editions database, you can order it directly through ISI's fast document delivery service—The Genuine Article. Ordering from The Genuine Article ensures timeliness when prompt delivery is critical.

To order articles from The Genuine Article, select the articles you wish to order using the TGA checklist. Once selected, from the **File** menu, select **Print TGA Orders**.



You will be prompted to complete any necessary shipping and billing information.

Quitting

- Restarting the Program
- Exiting the Program

Starting a New Session

- From the **File** menu, select **New Session** to clear your search session and marked lists. A warning will prompt you to save your search history and any search results.

Exiting the Program

- From the **File** menu, select **Exit**. A message will prompt you to save your search history and any search results.